

**TOWN OF EAST HAMPTON  
AGENDA REPORT**

Town Manager Approval: \_\_\_\_\_



Item to be presented by: Jeff Jylkka

DATE: September 11, 2009

SUBJECT: Memorial School Roof replacement and Memorial School underground oil tank replacement

DEPARTMENT: Finance

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**RECOMMENDED ACTION**

Staff recommends that Town Council authorize the Finance Director to engage the services of bond counsel to begin drafting the necessary local authorizations for the Memorial School roof and oil tank replacement projects.

**BACKGROUND**

See attached.

**ALTERNATIVE ACTIONS**

Roof - continue to repair. Oil tank – continue to monitor for leaks.

**FISCAL IMPACT**

Cost estimates

Memorial School Roof \$3,610,000

Memorial School Oil Tank Replacement \$121,000

The Town will be applying for a school construction grant to help offset the costs.

**TOWN OF EAST HAMPTON  
AGENDA REPORT**

Town Manager Approval:     JM    

Item to be presented by: Jeff Jylkka

DATE: September 11, 2009

SUBJECT: Capital Reserve Fund Contingency Transfer for the revaluation of the 2010 Grand List

DEPARTMENT: Finance

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**RECOMMENDED ACTION**

Staff recommends that Town Council approve a transfer in the amount of \$33,997 from the Capital Reserve Fund contingency account to the Capital Reserve Fund Revaluation project (#13005).

**BACKGROUND**

Annually the town budgets sinking fund monies to be applied towards property revaluation. Currently there is \$124,503 available in the project.

A Request for Proposal was sent out for the Reappraisal and Revaluation for the October 1, 2010 grand list. Staff is recommending that Municipal Valuation Services, LLC be awarded the contract at a cost of \$158,500. If approved, the project will need an additional \$33,997.

The Board of Finance is taking action on this item at their September 21, 2009 meeting.

**ALTERNATIVE ACTIONS**

Postpone revaluation. (Not recommended by staff)

**FISCAL IMPACT**

There is currently \$124,503 available in the revaluation budget. There is currently \$67,000 available in the Capital Reserve Fund contingency account. An additional \$33,997 is needed. This transfer has no affect on the general fund.

**TOWN OF EAST HAMPTON  
AGENDA REPORT**

Town Manager Approval: \_\_\_\_\_



Item to be presented by: Carol Ann Tyler

DATE: September 11, 2009

SUBJECT: Reappraisal and Revaluation of Real Property for the 2010 Grand List

DEPARTMENT: Assessor / Finance

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**RECOMMENDED ACTION**

Staff recommends that Town Council approve the 2010 Revaluation Bid to Municipal Valuation Services, LLC

**BACKGROUND**

Ct Statute 12-62 requires a revaluation every five years. East Hampton last performed a revaluation on the October 1, 2005 grand list. A Request for Proposal was sent out for the Reappraisal and Revaluation for the October 1, 2010 grand list. The bids were advertised on the State of Connecticut DAS web page. Three bids were received, publically opened and read aloud on August 7, 2009. After a thorough analysis, the Interim Assessor recommends that Municipal Valuation Services, LLC be awarded the contract at a cost of \$158,500. This company was the lowest qualified and responsible bidder. Bidder summary:

<i><b>Company</b></i>	<i><b>Amount</b></i>
Municipal Valuation Services, LLC	\$158,500
Vision Appraisal	\$198,600
Tyler Technologies / CLT	\$203,800

References have been checked and the company has performed numerous revaluations for towns throughout the state.

Another underling factor for recommending Municipal Valuation Services, LLC, is the fact that any litigation arising from the revaluation will be performed at no additional cost to the town.

**ALTERNATIVE ACTIONS**

Select another firm.

**FISCAL IMPACT**

There is currently \$124,503 available in the revaluation budget. An additional \$33,997 is available in the Capital Reserve Fund contingency account.

# TOWN OF EAST HAMPTON

## AGENDA REPORT

Town Manager Approval: \_\_\_\_\_



Item to be presented by: Jeffery O'Keefe

DATE: September 22, 2009

SUBJECT: Department of Emergency Management & Homeland Security  
Memorandum of Agreement and Authorizing Resolution

DEPARTMENT: Town Manager's Office

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### RECOMMENDED ACTION

That Council approve the attached resolution and authorize the Town Manager to execute the Memorandum of Agreement on behalf of the Town for the State of Connecticut Department of Emergency Management and Homeland Security.

### BACKGROUND

Each year The Department of Emergency Management and Homeland Security (DEMHS) region sends to each town The Emergency Management Performance Grant (EMPG). This Grant allows for reimbursement to the towns for some of the costs related to maintaining their respective Emergency Operations Centers (EOC) based upon the current budget for their respective EOC's.

To assist in the completion of the EMPG requirements, the Town must sign the attached Memorandum of Agreement. This will give the Town Manager the authority to work on the Town Council's behalf, in completing the EMPG Application allowing for the reimbursement to take place. The agreement is for the Federal Fiscal Year beginning on October 1, 2009.

### ALTERNATIVE ACTIONS

Other direction as determined by Town Council.

### FISCAL IMPACT

The Town benefits from the grant funds for projects listed in the Memorandum of Agreement.

EH: Clerks Office

AGENDA ITEM: \_\_\_\_\_



**Nancy Hasselman, CCMC**  
**Collector of Revenue**  
**Town of East Hampton**

September 18, 2009

To: The East Hampton Town Council

Please find copies of tax refunds for your review. The total refunds equal \$902.18.

Thank you for your assistance.

*Nancy Hasselman, CCMC*

Nancy Hasselman, CCMC  
Collector of Revenue

5.57	+
8.19	+
7.25	+
1.80	+
530.73	+
1.95	+
72.03	+
19.03	+
72.03	+
3.48	+
72.03	+
108.09	+
902.18	*
0.00	